

# QUARTERLY REPORT NOTICE

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FEDERAL ELECTION COMMISSION

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**PARTIES AND PACS**

September 21, 2006

**REPORTING DATES**

<b>REPORT</b>	<b>REPORTING PERIOD<sup>1</sup></b>	<b>REG./CERT. &amp; OVERNIGHT MAILING DATE</b>	<b>FILING DATE</b>
October Quarterly	07/01/06 - 09/30/06	10/15/06	10/15/06 <sup>2</sup>

**WHO MUST FILE**

All Party Committees and PACs (Nonconnected Committees and Separate Segregated Funds) filing on a quarterly basis must file an October Quarterly Report by October 15, 2006. Committees must continue to file reports until the Commission notifies them in writing that their termination report has been accepted.

Certain party committees are required to file monthly reports (quarterly reporting is no longer an option for these committees). For more information, see the January 2006 Record, which can be found on the FEC web site at [www.fec.gov/pages/record.shtml](http://www.fec.gov/pages/record.shtml).

**METHOD OF FILING**

Quarterly Reports sent by registered or certified mail must be postmarked by the mailing date (please note that a certificate of mailing is not an acceptable method). Committees should keep the mailing receipt with its postmark as proof of filing.

If using overnight mail, the delivery service must receive the report by the mailing date. "Overnight mail" includes Priority or Express Mail having a delivery confirmation, or an overnight delivery service with an on-line tracking system and scheduled for next business day delivery. Quarterly Reports filed by any other means must be received by the Commission (or Secretary of the Senate for committees supporting only Senate candidates) by the filing date.

**PRE-ELECTION REPORTING**

Committees that make contributions or expenditures (including independent expenditures) in connection with an election must also file a Pre-Election Report, if the activity was not previously reported. For the pre-election reporting guidelines, see the January 2006 Record, which can be found on the FEC web site at [www.fec.gov/pages/record.shtml](http://www.fec.gov/pages/record.shtml).

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<sup>1</sup>These dates indicate the beginning and the end of the reporting period. A reporting period always begins the day after the closing date of the last report filed. If the committee is new and has not previously filed a report, the first report must cover all activity that occurred before the committee registered.

<sup>2</sup>Notice that the filing date falls on a weekend. Filing deadlines are not extended when they fall on nonworking days.

## QUARTERLY FILING SCHEDULE FOR REMAINDER OF 2006

<u>REPORT</u>	<u>REPORTING PERIOD<sup>1</sup></u>	<u>REG./CERT. &amp; OVERNIGHT MAILING DATE</u>	<u>FILING DATE</u>
Pre-General <sup>3</sup>	10/01/06 - 10/18/06	10/23/06	10/26/06
Post-General	10/19/06 - 11/27/06	12/07/06	12/07/06
Year-End	11/28/06 - 12/31/06	01/31/07	01/31/07

**48- AND 24-HOUR REPORTS OF INDEPENDENT EXPENDITURES**

Any PAC or Party Committee that makes independent expenditures in connection with a federal election may also have to file 48-hour or 24-hour reports. The 48-hour reporting requirement will be triggered each time the committee makes independent expenditures aggregating \$10,000 or more between January 1<sup>st</sup> and the 20<sup>th</sup> day before the election. The 24-hour reporting requirement will be triggered each time the committee makes independent expenditures in connection with a federal election aggregating \$1,000 or more after the 20th day, but more than 24 hours, before the day of the election. See 11 CFR 104.4.

These reports are *not* required when a Party Committee or PAC makes a contribution directly to a candidate. Visit our website, [www.fec.gov/info/charts\\_ie\\_dates.shtml](http://www.fec.gov/info/charts_ie_dates.shtml), for a state-by-state chart of 48- and 24-hour reporting periods.

**COMPLIANCE**

- Treasurers of political committees are responsible for both the timeliness and the accuracy of all reports. They may be subject to monetary penalties if reports are inaccurate or are not filed on time.
- Under the Administrative Fine Program, political committees and their treasurers who fail to file their reports on time may be subject to civil money penalties up to \$16,000 (or more for repeat late- and non-filers). For additional information, see the enclosed handout entitled, “Administrative Fine Program” and visit the FEC web site at [www.fec.gov/af.shtml](http://www.fec.gov/af.shtml).
- In addition, political committees that file illegible reports or use non-FEC forms (except for FEC-approved, computer-generated forms) will be required to refile their reports.
- Electronic filers who instead file on paper or submit an electronic report (either by direct transmission or on 3.5” diskette) that does not pass the validation test will be considered non-filers and may be subject to enforcement actions (including administrative fines).

**ELECTRONIC FILING**

Political committees that receive contributions or make expenditures in excess of \$50,000 in a calendar year, or that have reason to expect to do so, must submit their reports electronically. For additional information, review the enclosed handout entitled “Electronic Filing,” call the FEC’s Electronic Filing office at (800) 424-9530 or (202) 694-1642, and visit our web site at [www.fec.gov/elecfil/electron.shtml](http://www.fec.gov/elecfil/electron.shtml).

**CHANGE IN FILING FREQUENCY**

Committees able to change their reporting schedule (for example, from quarterly to monthly) who wish to do so must notify the Commission in writing when they file their next report due under their current reporting schedule. Electronic filers must file this request electronically. Committees may change their filing frequency no more than once per calendar year.

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<sup>1</sup>See footnote #1, on reverse side.

<sup>3</sup>Required only if committee makes contributions or expenditures in connection with election during the reporting period.